



CITY OF HOUSTON

Job Posting

CORRECTION	CORRECTION	CORRECTION
Applications accepted from	ALL INTERESTED PERSONS	
Job Classification	Microbiologist I	
Posting Number	PN# 108903	
Department	Health & Human Services Department	
Division	Office of Surveillance and Public Health Preparedness	
Section	Microbiology and Clinical Laboratory	
Reporting Location	1115 S. Braeswood	
Workdays & Hours	M - F, 8 a.m. - 5 p.m.* (Some evenings & night shift rotations)	
	*Subject to change	

ALL HEALTH DEPARTMENT EMPLOYEES ARE CONSIDERED TO BE ESSENTIAL PERSONNEL. DURING EMERGENCIES, EMPLOYEES ARE REQUIRED TO REPORT TO THEIR SUPERVISOR FOR DUTY ASSIGNMENTS AND SCHEDULING.

DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS

Performs entry-level bacteriological, serological and virological laboratory work according to clearly prescribed procedures and laboratory techniques.

CORE FUNCTIONS

- Processes specimens and accurately enters patient demographics and test results into the lab computer system. Performs STAT lab tests for syphilis (RPR), prepares and interprets wet mounts, gram stains and performs rapid. HIV.
- Conducts required Quality Control and Quality Assessment of reagents and equipments.
- Documents all required information and maintains all records as directed.
- Rotates in STAT testing services offered on the Mobile clinic.
- Participates in competency testing such as proficiency testing. Attends internal and external continuing educational programs. Maintains required productivity level. Adhere to all policies and procedures.
- Performs other duties as assigned to meet bureau goals and objectives.

WORKING CONDITIONS

This position occasionally requires stooping or bending. Occasional very light lifting, such as three or four reams of papers or books (up to 20 pounds or an equivalent weight) may be required.

MINIMUM EDUCATIONAL REQUIREMENTS

A Bachelor degree in Biology, Bacteriology, Microbiology or a closely related field is required.

MINIMUM EXPERIENCE REQUIREMENTS

None

MINIMUM LICENSE REQUIREMENTS

None

PREFERENCES

- Bachelor's Degree in a biological science. Rotation or previous training in a clinical laboratory.
- Good computer skills. Must work with minimal direction.
- Day shift with some evening and night rotation requirements.

SELECTION/SKILLS TESTS REQUIRED

None

SAFETY IMPACT POSITION

☒ Yes ☐ No

This position is subject to random drug testing and if candidate is promoted into this position, he/she must pass an assigned drug test.

SALARY INFORMATION

GENERAL FUND POSITIONS

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range is:

Salary Range - Pay Grade 14
\$861 - \$1,559 Biweekly \$22,386 - \$40,534 Annually

OPENING DATE

March 15, 2006

CLOSING DATE

OPEN TILL FILLED

APPLICATION PROCEDURES

Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., 1st floor. **Our TDD (Telephone Device for the Deaf) phone number is (713) 837-9471. For application status inquiries, please call (713) 794-9142. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.**

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